

Long-Term Care Commission
April 24, 2006
Capitol View Building, Lansing Michigan
Conference Rooms B and C
1:00 pm – 4:00 pm
MINUTES

ROLL-CALL: Marsha Moers, RoAnne Chaney, Christine Chesny, Linda Ewing, Andrew Farmer, James Francis-Bohr, William Gutos, Dohn Hoyle, Sandra Kilde, William Mania, Yolanda McKinney, Linda Mulligan, Jon Reardon, Hollis Turnham, Rev. Charles Williams II, Toni Wilson, Mary Ablan, Jan Christensen, Vickie Enright, Don Mussen, Jane Church,

Call to Order – The meeting was called to order at 1:05 by the Chair. Roll call was taken for the Commissioners and Ex Officio members/representatives. Commissioner Stone was not in attendance. Chair asked members of the Commission, , Ex Officio representatives and the public to introduce themselves. .

Approval of Agenda – Motion to approve agenda by Hoyle, second by Chaney. Agenda approved by voice vote.

Approval of Minutes –Motion to approve minutes by Hoyle, second by Mulligan. During discussion, corrections and suggested clarifying language were provided by RoAnne Chaney and James Francis-Bohr The minutes were approved as corrected by voice vote.

Public Comment –Alison Hirschel, representing the Michigan Campaign for Quality Care congratulated the Commission on its appointments. She presented three issues of concern: 1) the delay in naming the Director for the Office of Long-Term Care Supports and Services. It is difficult for the Commission to fulfill its obligations without a strong leader. 2) Single Point of Entry (SPE) administration and legislation a) assurance that each SPE has an adequately staffed external advocate for consumers, b) assurance that the consumer is guaranteed access to the home and community-based services waiver. Alison urged the Commission to advocate for increased waiver slots in SPE demonstration areas. c) assurance that service decisions will be based on a person centered plan. 3) The need to assure that quality services and supports are provided to the consumers. There needs to be a shared quality vision. A copy of Alison's comments is attached. -

Old Business:

- **Organizing issues** – An organizational operations subcommittee met to develop a recommended organizational protocol for the conduct of Commission business. The following items were recommended:
 - Use of a simplified Roberts Rules of Orders using motions, seconds and voting.
 - Use of a consensus process to discuss items prior to bringing to a vote. Hollis Turnham presented a paper on Consensus Defined (attached), a process of shared power and shared responsibility. She described it as an alternative to majority voting, requiring members to commit to active listening, modifying, and finding common ground. The Commission will be the strongest when it presents a unified front.

Members have the ability to “block” an issue but must articulate the reason for the block and provide rationale and alternatives for consideration. The Chair will have the final

say in blocking. If an issue is blocked and tabled for two meetings, the Chair will appoint an issues resolution subgroup in a final attempt to reach consensus or may decide to call a majority vote to resolve the issue. In addressing time-limited issues, the Chair may decide to forego consensus and use a majority vote process. .

As a standard business practice, the Commission will strive for a consensus process, then, if necessary to achieve forward progress, rely on direction provided through the Executive Order and act on a majority vote basis.

- A Commissioner must be physically present at the meeting or in attendance via conference phone in order to vote. Delegates or alternates have no voting rights.
- Per the Executive Order, Secretary is a required office and will be filled.
- Per the Executive Order, Vice Chair is an optional office. It is recommended that this position be filled.
- An Executive Board will be established. The Board will consist of the three officers and two additional Commissioners identified by the Chair.
- +The public will be allowed to provide information and comment at the beginning of each meeting. Comments limited to 5 minutes per person.
- Commission members will be given an opportunity to provide information and comment prior to adjournment of each meeting.

The meeting dates for the remainder of calendar year 2006 are for May 22 at Constitution Hall, June 26 at Capitol View, September 25, October 23 and November 27. There will be no meetings in July, August, or December.

- The meeting agenda and minutes will be sent to the Commissioners at least one week prior to the meeting.
- A list serv will be developed to enhance communication among Commissioners and staff.
- A web site will be developed for posting agendas, minutes, and other information. The website will include functionality to allow the public to submit questions and requests for information. On a temporary basis, Commission information and documents are being posted to the LTC Task Force web site at www.ihcs.msu.edu/LTC. It can also be accessed via www.michigan.gov/mdch using the quick link to the Michigan Medicaid Long Term Care Task Force in the right hand navigation area of the MDCH home page

Motion by Kildee, second by Ewing to accept recommendations of the organizational operations subcommittee. Motion passed via voice vote; one opposed (Hoyle).

- **Nomination of Officers –**

- The role of the Secretary is to serve as the official recordkeeper and to review the minutes prepared by staff of the Office of Long-Term Care Supports and Services.

Dohn Hoyle nominated RoAnne Chaney for the office of Secretary. Unanimous approval.

- The role of the Vice Chair is to provide back-up to the Chair in conducting Advisory Commission business, when necessary. Toni Wilson nominated Hollis Turnham for the office of Vice Chair. Unanimous approval.

New Business

- **Single Point of Entry**

- **Pilot Selection Update**– Deanna Mitchell gave a presentation to regarding the Single Point of Entry Request for Proposal process and progress being made in identifying demonstration sites. The SPE RFP is in response to the Task Force Recommendation #3. The presentation defined an SPE, provided an overview of SPE functions, required consumer involvement, governance structure that supports objective, conflict-free, and seamless supports coordination, planning and collaboration, outreach, advocacy and education, information and assistance, LTC options counseling, transition services, and quality management. The technical review for compliance with RFP components has been completed. The proposals are currently with the Joint Evaluation Committee (JEC) for review. The JEC has determined the top five proposals, are reviewing budgets and preparing for contract negotiations. Each applicant needs to submit additional information and clarification. At this time, no contract award decisions have been made.

The relationship of the ADRCs to the SPEs was discussed. The ADRC grant provides funds for resource database development within the SPEs.

- **HB 5389 SPE Legislation** – Stacey Ettinger provided an overview of this bill which establishes long term care single points of entry in statute. It was introduced in November 2005 and has undergone extensive redrafting in committee. There will be a committee meeting and opportunity for public testimony in the near future. . To allow time for Commissioners to review the legislation and understand its implications, Stacey was asked to return to the next meeting for questions and comments. Commissioners can obtain a copy of the redraft from Stacey at: 517-373-0445 or shettiger@house.michigan.gov
- **Federal Grants for Long-Term Care**
 - **Systems Transformation Grant** – CMS has published a solicitation for another round of Systems Transformation Grants. After receiving feedback from CMS on last year's unsuccessful grant, MDCH is modeling its 2006 grant on the 2005 submission after updating and revising per CMS suggestions. The grant is worth a maximum of \$3 million over a five year period. MDCH is applying for 3 of the 6 goals: Goal #1 which relates to improved access, Goal #2 which relates to person centered planning and self determination, and Goal #3 which relates to quality management. An abstract will be available for discussion at the next meeting. MDCH will be asking the Commission for a letter of support.

- **Money Follows the Person Demonstration Grant** – This grant is part of the Deficit Reduction Act (DRA). It provides an enhanced match rate for services provided to individuals transitioned out of nursing homes. However, the CMS definition of residence is very limited; it does not include any assisted living facilities. Federal regulations are not yet promulgated. This grant is targeted at the elderly and persons with disabilities living in nursing facilities at least 6 months but not more than 2 years.

Some parts of the DRA are part of the Task Force Recommendations. The LTC insurance partnership is very complex. It was suggested that an overview of the DRA be provided at the next Commission meeting.

Other Business

- **Technical Assistance grant for Direct Care Workforce** – The Commission asked MDCH whether the department had submitted for this grant. There was no one at the meeting able to confirm this. Staff will follow up and report back to the Commission at its next meeting.
- **Commission Comments** – overall, the Commissioners expressed positive comments regarding the Commission and its progress. The following are specific issues: the draft LTC legislation does not use common terminology throughout the draft; Hollis presented the “When Caregivers Lack Coverage” booklet for reference, and that on May 17th there is an opportunity for training; there was frustration expressed at the lack of action regarding naming the Director of the Office of Long-Term Care Supports and Services; there should be a lifetime number of “blocks” for consensus; the Commission would like to review the LTC proposed bill; the Commission should revisit the Task Force vision and values; there should be increased access to home and community-based services; the success of the SPEs is critical; the annual Area Agencies on Aging conference is June 5/6th, information is available on MI-Seniors.net
- **Response to Some of the Issues Presented Today** –
 - **An update to the progress of filling the Director’s office.** There were 22 applications. The list was narrowed and eight interviews conducted. It was a desire of the candidate interview team to present at least four names to the MDCH Director for second interview. The team is going to review the 22 candidates for more possible candidates.
 - There is no plan to shift any MI Choice waiver slots from one area to another
 - Person-centered planning and a quality management plan are critical to the SPE
 - It is hoped that several planning grants can be awarded to those SPEs that were not approved in the first round
 - Criminal Background Checks – this is a grant MDCH received last year. There were 4,000 applicants approved via fingerprints. (35 were denied). MDCH thanks the LTC system for its help and patience. It is an automated system that is working very well.
 - Jan Christensen requested the Commission provide a resolution of well-wishing to Paul Reinhart who is undergoing health problems. So moved by Hoyle, second by Kilde wishing Mr. Reinhart a speedy recovery. Unanimous approval.

Adjournment

Next meetings: May 22, 1pm – 4pm, Hutchinson Conference Room in the Constitution Hall
June 26, 1pm – 4pm, Capitol View Building, Conference Rooms B & C

RECORD OF MOTIONS

MOTION	FIRST	SECOND	ACTION
Approval of Agenda	Dohn Hoyle	RoAnne Chaney	Passed
Approval of Minutes, as amended	Dohn Hoyle	Linda Mulligan	Passed, as amended
To accept the recommendations of the organizational operations subcommittee	Sandra Kilde	Linda Ewing	Passed One no vote – Dohn Hoyle
RoAnne Chaney nominated as secretary	Dohn Hoyle		Passed
Hollis Turnham nominated as Vice Chair	Toni Wilson		Passed
Resolution for a speedy recovery to Paul Reinhart	Dohn Hoyle	Sandra Kilde	Passed
Adjournment	Linda Mulligan	RoAnne Chaney	Passed